



COLLECTIONS POLICY

SUBJECT: ENVIRONMENTAL BIOLOGY

General Purpose

The general purpose is to collect materials in the subject of Environmental Biology to support undergraduate and graduate teaching, and research to the Ph.D. and post-doctoral levels. The major emphasis is on the fields of crop protection and environmental management.

The Department participates in Interdepartmental Groups on Plant Physiology, Plant Genetics and Microbiology, and is involved with the collaborative Graduate Toxicology Program and the Centre for International Programs. The Department is also a participant in the Plant Biology Council, the Soil and Water Conservation Centre, and the Guelph Centre for Toxicology.

Collection development should be maintained at the level of current collecting intensity objectives by the effective use of funds available each year.

Languages

Primarily English, but publications in other languages may be collected as dictated by research needs.

Geographic Areas

Materials from any part of the world may be collected to support teaching and research programs, subject to the language limitation.

Chronological Limitation

Material with a recent imprint date is preferred.

Types of Material Collected

Monographs, periodicals, government documents, and research reports are emphasized in print or microform format, but other types of materials may be considered, e.g., CD-ROM, theses, or audio visual.

Types of Material Excluded

Normally manuscripts, rare books, patents and computer software are not acquired.

Access and Related Resources

Many external resources can be identified through the Library's catalogue. A broad spectrum of additional information and collection resources may be made available through cooperative arrangements and be accessed via library servers, the Internet, document delivery, and interlibrary loan.

Subjects and Collection Levels

Subject Area	Existing Collection Strength	Current Collecting Intensity Objective
Agroforestry	3E	4E
Apiculture	4E	4E
Aquatic Biology/Toxicology	3E	4E
Biological Control of Weeds and Insects	4S	4E
Ecotoxicology	4E	4E
Entomology	4W	4E
Environmental Biology (general)	4E	4E
Environmental Management & Protection	3E	4E
Environmental Microbiology	4E	4E
Environmental Pollution	4E	3E
Insects and Wildlife	4E	4E
Pesticide Chemistry	4E	4E
Pesticides — toxicology	4E	4E
Plant Pathology	4E	4E
Plant Protection (ornamental)	4E	4E
Plant Stress Physiology	4E	3E
Pollination Biology	4E	4E
Turfgrass	4E	4E
Weed Science (part of Plant Protection MSc)	4E	3E

For related resources see collections policies for Botany, Crop Science, Chemistry & Biochemistry, Horticultural Science, Microbiology, and Zoology.

The attached Appendix indicates collection levels.

Archival and Special Collections

The Department of Environmental Biology was formed in 1971 by the union of faculty members with long traditions at OAC — Microbiology (formerly Bacteriology, 1895), Entomology and Zoology (1905), Botany (1906) and Apiculture (1909). A number of rare and archival items have been acquired to complement these research interests, notably an outstanding Apiculture Collection and many beautifully illustrated volumes on insect life, particularly butterflies.

Entomological Society of Ontario Records
Thomas W. Fyles Illustrations in Natural History
Burton Noble Gates Apiculture Collection
Lady Grey de Ruthin Entomological Manuscripts
OAC Department of Apiculture Records
T.T. Stephens Haustelata Lepidoptera-Crespuscularia Notebook

Approval

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Collection Services, Library

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Appendix: Collection Levels

Six numeric codes establish a standard terminology to express assessments of the Existing Collection Strength (ECS) and Current Collecting Intensity Objective (CCI) levels. These codes reflect a broad national or international perspective relative to the universe of publications.

Code	Label	Definition
0	Out of Scope	The Library does not collect in this subject area.
1	Minimal Level	A subject area in which few selections are made beyond very basic works .
2	Basic Information Level	A selective collection of materials that serves to introduce and define a subject and to indicate the varieties of information available elsewhere. It may include dictionaries, encyclopedias, access to appropriate bibliographic databases, selected editions of important works, historical surveys, bibliographies, handbooks, and a few major periodicals.
3	Study or Instructional Support Level	A collection that is adequate to impart and maintain knowledge about a subject in a systematic way but at a level of less than research intensity. The Collection includes a wide range of basic works in appropriate formats, a significant number of classic retrospective materials, complete collections of the works of more important writers, selections from the works of secondary writers, a selection of representative journals, access to appropriate machine-readable data files, and the reference tools and fundamental bibliographical apparatus pertaining to the subject. At the study or instructional support level, a Collection is adequate to support undergraduate study and some graduate instruction in master's degree programs.
4	Research Level	A collection that includes the major published source materials required for dissertation and independent research, including materials containing research reporting, new findings, scientific experimental results, and other information useful to researchers. It is intended to include all important reference works and a wide selection of specialized monographs, as well as a very extensive collection of journals and major indexing and abstracting services in the field. Pertinent foreign language materials are included. Older material is usually retained for historical research when pertinent. A collection at this level fully supports doctoral and other original research by faculty .
5	Comprehensive Level	A collection in which a library endeavours, so far as it is reasonably possible, to include all significant works of recorded knowledge (publications, manuscripts, other forms), in all applicable languages , for a necessarily defined and limited field. This level of collection intensity is one that maintains a "special collection"; the aim, if not the achievement, is exhaustiveness. Older material is retained for historical research with active preservation efforts.

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Eight alphabetic language codes amplify the ECS and CCI levels. As with Collection Levels, language coverage is viewed in the context of the universe of publishing rather than local perceptions of need.

Code	Definition
E	English language material predominates. Little or no material in languages other than English is collected.
P	French language material predominates. Little or no material other than French is collected.
V	English and French materials predominate. Little or no material in languages other than English or French is collected.
S	Selected non-English material included in addition to English material.
T	Selected non-French material included in addition to French material.
X	Selected foreign language material included in addition to English and French material.
W	Wide selection of material in all applicable languages. No programmatic decision is made to restrict materials according to language.
Y	Material is primarily in one foreign language (excluding French or English). The overall focus is on collecting material in the local vernacular.
